



ALAMEDA RECREATION AND PARK DEPARTMENT
2226 Santa Clara Avenue, Alameda, CA 94501 · (510)747-7529
www.alamedaca.gov/recreation
ARPD@alamedaca.gov or FAX (510)523-4071
Office Hours: Mon – Thurs., 8:00 a.m.–6:00 p.m.

PICNIC RENTAL

1. **All requests accepted in person, faxed or by email.** Contact information is above.
2. **Reservations must be made at least seven (7) business days in advance of requested date.** Any rentals less than 7 days will be required to pay a \$15 late reservation fee. No rental requests after Wed. for the upcoming weekend.
3. **All fees must be paid in full at the time the reservation is issued.** Cash, personal check (payable to ARPD), VISA, MasterCard or Discover, cashier's check and money order are accepted. No partial payments accepted.
4. **All rentals have a three-hour minimum and permits are issued to adults (18 years and older).** Set-up and clean-up time must be included in the total time of the permit.
5. **No on-going permits issued** for a regular week-to-week or month-to-month basis.
6. **Reservation signs are posted and permits checked.** Your space is only guaranteed for the paid times listed on your permit.
7. **Decorations must be removed at the end of the permit time.** Nails, tacks, staples, electrical tape or marring materials are not to be used on any City property.
8. **The use of any outside vendors/contractors (clowns, inflatable jumpers, caterer, etc.) by any rental groups must be approved by ARPD** prior to date of use, and may include additional fees. Additional insurance requirements must be met seven (7) working days prior to date of event.
9. **Picnic area available hours available are 9:00 a.m. to half-hour after sunset.** There is no camping allowed in our parks.
10. **Alcoholic beverages are NOT allowed in City picnic or park areas.**
11. **No amplified music, P.A. systems or use of air horns allowed.**
12. **No outside barbecues are allowed.** There are charcoal barbecue grills available for use at the picnics sites. Please leave charcoal in the public BBQ and it will be disposed properly.
13. **Smoking is not allowed** in parks or within 20 feet of entrance or windows of buildings.
14. **No personal inflatable devices are allowed.** A list of approved inflatable jumper rental companies is available from ARPD and listed on next page.
15. **Cancellations less than 7 days in advance forfeit all fees.** More than 7 days in advance require a \$15 administration fee.
16. **Administration fee of \$15** is required for any changes to permit 7 days prior to event. No changes allowed after Wed. prior to reservation.
17. **Vehicle drop-off and pick-up of supplies requires permission prior to the event.** Vehicles must not exceed 5 MPH and must stay on designated pathways. Vehicles are prohibited from driving on City sidewalks and lawns.

18. **Large special events require a Special Use Permit.** These include large organized events, such as a 5k Run, that impact a public right-of-way outside of the park. This may be obtained from the Community Development Dept., located at City Hall, 1st Floor. (510) 747- 6800. Please book your event with ARPD and the Special Use Permit is then required before the reservation is final.

PICNIC AREA FEES

	Small (1-2 Tables)	Medium (3-4 Tables)	Large (5+Tables)
Residents	\$30/Hour	\$50/Hour	\$80/Hour
Non-Residents	\$40/Hour	\$65/Hour	\$100/Hour
Holiday Rental	Add 15%/Hour		
Inflatable Jumper	\$25/Jumper/Rental		
Open Space Use Fee	\$40/hour		
Late Reservation Fee	\$15		
Administration Fee	\$15		
Large Groups (150+)	\$50/Hour - Private \$150/Day Non-profit Organizations		

LOCATIONS

The following picnic areas may be reserved from 9:00 a.m. to half-hour after sunset:

		# of Rental Tables	Tables Available 1 st come, 1 st serve
Franklin	1432 San Antonio Ave.	2	Yes
Godfrey	281 Beach Rd.	3	No
Krusi	900 Mound St.	6 2 areas (4/2)	Yes
Leydecker	3225 Mecartney Rd.	3	Yes
Lincoln	1450 High St.	9	Yes
Littlejohn	1401 Pacific Ave.	8 3 areas (4/2/2)	No
Marina Cove	1591 Clement St.	Open space only	Yes
Shoreline Park	Aughinbaugh/Seaview Ferry Terminal/Adelphian Way	2 1	Yes
Tillman	220 Aughinbaugh	8 3 areas (3/3/2)	No
Washington	740 Central Ave.	8 Upper 9 Lower 2 areas	Yes Yes

COMPANY LIST – Inflatables

Appian Park Jumps, www.appianpartyjumps.com, 510-887-1536
 Astro Events, www.astrojump.com, 510-351-1090
 Bay Area Jump, www.bayareajump.com, 800-514-5867
 Bay-to-Bay Jumpers, www.baytobayjumpers.com, 510-368-5264
 Galaxy Jumpers, www.galaxyjumpers.com, 510-266-2088